

BIDDER'S PREQUALIFICATION PACKAGE

PHASE II EXTERIOR RESTORATION

AT

DIXON HOMESTEAD LIBRARY
180 Washington Avenue
Dumont, Bergen County, New Jersey 07628

BOROUGH OF DUMONT
50 Washington Avenue
Dumont, New Jersey 07628

CONNOLLY & HICKEY
HISTORICAL ARCHITECTS, LLC
P.O. Box 1726
Cranford, New Jersey 07016

DATE: TBD

**PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

1

PROJECT FACT SHEET

Project: PHASE II EXTERIOR RESTORATION OF
DIXON HOMESTEAD LIBRARY

Location: 180 Washington Avenue
Borough of Dumont
Bergen County, New Jersey 07628

Local Unit Borough of Dumont
50 Washington Avenue
Dumont, NJ 07628

Local Unit Contact: Susan Connelly, Borough Clerk
(201) 387-5024 tel
(201) 387-5065 fax

Architect: Connolly & Hickey Historical Architects, LLC
Thomas B. Connolly, AIA, Principal Architect
P.O. Box 1726
Cranford, New Jersey 07016
973-746-4911 (tel)
973-746-2080 (fax)

Background Information: The Derick Banta House, today the historic core of the Dixon Homestead Library in Dumont, is a fine example of an eighteenth-century Dutch-American stone house, and is included in the Early Stone Houses of Bergen County survey. The House is a one-and-one-half-story stone farmhouse with a small wood-frame wing built in the late-eighteenth century likely by Derick Banta; an earlier house on the site was burned in 1780 during the Revolutionary War, and the present building was constructed soon after. The house is a good example of the rectangular, center hall, two-room deep plan, identified as Type F in the Bergen County Stone House Survey. After the Banta family, the property was owned by the Quackenbush family (1792-1862) and then the Dixon family (1862-1929). The home underwent a major renovation in the late-nineteenth century at which time it was enlarged and "Victorianized" to reflect what was in style at that time, including a porch, two-over-two-windows, brackets, and elaborate window hoods. In 1929, Sarah Dixon died and willed the house to the Borough of Dumont to be used as a local library. The building has since been expanded with two library additions, one in 1958 and a second in 1982.

Project Objective: The Borough of Dumont seeks experienced Historic Restoration General Contractors who specialize in or have subcontractors who specialize in restoration of historic buildings for the partial exterior restoration of the Dixon Homestead Library.

Project Funding: Bergen County Historic Preservation Trust Fund

**PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

2

Scope of Work:

The project consists of the following elements:

1. Masonry repointing, repair, and rebuilding;
2. Restoration of gambrel-end cornices and wood soffits;
3. Restoration of wood siding;
4. Repairs to the front porch, including in-kind replacement, Dutchman repairs, and epoxy consolidation;
5. Surface preparation and painting; and
6. Restoration of wood doors and windows.

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

3

STATEMENT OF GENERAL NOTICE:

Dixon Homestead Library is located at 180 Washington Avenue in the Borough of Dumont, Bergen County, New Jersey. All work done on this project must conform to the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995), and is subject to review by the New Jersey Historic Preservation Office and the County of Bergen. The Borough of Dumont seeks experienced Historic Restoration General Contractors who specialize in or have subcontractors who specialize in restoration of historic buildings for the partial exterior restoration of the Dixon Homestead Library.

The scope of the work for this single contract is primarily for:

1. Masonry repointing, repair, and rebuilding;
2. Restoration of gambrel-end cornices and wood soffits;
3. Restoration of wood siding;
4. Repairs to the front porch, including in-kind replacement, Dutchman repairs, and epoxy consolidation;
5. Surface preparation and painting; and
6. Restoration of wood doors and windows.

This work will be in accordance with the project bidding documents. A set of preliminary plans illustrating the general scope of work, the proposed drawings and specifications are available for inspection at the Borough of Dumont and the Office of the Architect, between the hours of 9:00 A.M. to 4:00 P.M. Monday thru Friday.

The Architect is Connolly & Hickey Historical Architects, LLC, P.O. Box 1726, Cranford, New Jersey 07016, telephone (973) 746-4911. The Owner contact is Susan Connelly, Borough Clerk, telephone (201) 387-5024. A fact sheet describing the project and scope of work is attached. All prospective bidders are strongly encouraged to visit the site.

The Borough of Dumont requires that prospective bidders must submit a completed Qualifications Statement as set forth herein. Failure to complete the Qualifications Statement may result in disqualification. All entries on the forms must be completely filled in. Complete Qualifications Statement Forms must be submitted in triplicate to: Susan Connelly, Borough Clerk, Borough of Dumont, 50 Washington Avenue, Dumont, New Jersey 07628. The Borough of Dumont and the Project Architect will review the Qualifications Statement Forms according to the Evaluation Criteria set forth herein. Historic Restoration General Contractors whose Qualification Statements are determined to be acceptable will be identified as Qualified Prospective Bidders. Each respondent will be notified in writing of the determination. The Borough of Dumont will issue bid proposal forms, drawings and project manuals including specifications only to Qualified Prospective Bidders. Only bids received from previously Qualified Bidders will be opened. A Qualified Prospective Bidder is not obligated to submit a bid. All successful Qualified Bidders will be required to submit with the bid to the Borough of Dumont, for its review and approval, the qualifications of all subcontractors who will be used on the project.

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

4

STATEMENT OF POTENTIAL BIDDERS' QUALIFICATIONS/CRITERIA FOR EVALUATION

The Following six (6) criteria will be used for evaluating the qualifications of Potential Bidders. The evaluation will be based on information in the Qualification Statement provided by Prospective Bidders as well as information supplied by the Bidders' references.

1. The Potential Bidder, acting as General Contractor, will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of historic preservation projects. This experience shall include two (2) projects involving separate historic buildings or sites and of similar activities, construction cost and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (revised 1995) within the past five (5) years preceding the date of execution of this pre-qualification form. At least one (1) of the projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$87,500.
2. The Potential Bidder's proposed project supervisor will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of historic preservation projects. This experience shall include two (2) projects involving separate historic buildings or sites and of similar activities, construction cost and scope of work as the subject project. These projects shall have been in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of execution of this pre-qualification form. At least one of the projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$87,500.
3. The Potential Bidder must provide a list of the names, titles and years of experience of all principal members of the potential bidder's staff who will be available and assigned to this particular project.
4. The Potential Bidder's firm or any predecessor firm must have not wrongfully defaulted on a contract or had work terminated for non-performance within the past five (5) years.
5. The Potential Bidder's firm or any predecessor firm must not have been denied a consent of surety, a bid guarantee or a performance bond within the past twelve (12) months based on the Potential Bidder's inability to meet the surety's reasonable underwriting standards.
6. The Potential Bidder must demonstrate satisfactory performance on all current projects in progress.

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

5

Potential Bidder's Qualification Statement

This form must be completed and submitted by Prospective Bidders who wish to be considered for this work. Failure to complete the Qualification Statement may result in disqualification of the Prospective Bidder. Attachments to this sheet are acceptable. Please properly label all attachments.

1. Name and Address of Firm: _____

A. Under what other name(s) has your business operated? _____

B. Business form (corporation, partnership, etc.) : _____

Date of formation: _____

Principal location: _____

Names of Officers of Corporation, or Partners: _____

2. Provide a list of names, titles and years of experience of all principal members of the potential bidder's staff who will be available and assigned to this particular project. Please properly label that attachment.
3. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet, describe the project, owner, date and circumstances/reasons.
4. Has your firm or any predecessor firm been denied a consent of surety, bid guarantee or performance bond within the last twelve (12) months based on potential bidder's inability to meet the surety's reasonable underwriting standards. If so, on a separate sheet, describe the circumstances/reasons.

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

6

5. General Contractor

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of a similar nature, construction cost and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of the projects must have been reviewed by either of the following: State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$87,500.

Project One

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

7

Project Two

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

8

6. Proposed Project Supervisor

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of a similar nature, construction cost and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of the projects must have been reviewed by either of the following: State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$87,500.

Name and Address of Project Supervisor who worked on the following two projects that meet the above requirements: _____

Years of Experience _____

With Whom _____

Project One

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

9

Project Two

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

10

7. General Contractor

Provide the following information on all current projects in progress. If additional pages are needed, the additional sheets must use the format as provided below.

Project Name: _____

Location: _____

Owner: _____ **Phone:** _____

Owner's Contact Person _____ **Phone/Fax:** _____

Architect: _____ **Phone/Fax:** _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ **Phone:** _____

Owner's Contact Person _____ **Phone/Fax:** _____

Architect: _____ **Phone/Fax:** _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

11

Project Name: _____

Location: _____

Owner: _____ **Phone:** _____

Owner's Contact Person _____ **Phone/Fax:** _____

Architect: _____ **Phone/Fax:** _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ **Phone:** _____

Owner's Contact Person _____ **Phone/Fax:** _____

Architect: _____ **Phone/Fax:** _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

12

Project Name: _____

Location: _____

Owner: _____ **Phone:** _____

Owner's Contact Person _____ **Phone/Fax:** _____

Architect: _____ **Phone/Fax:** _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ **Phone:** _____

Owner's Contact Person _____ **Phone/Fax:** _____

Architect: _____ **Phone/Fax:** _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
PHASE II EXTERIOR RESTORATION
OF DIXON HOMESTEAD LIBRARY**

13

CERTIFICATION

I (We) the undersigned certify the truth and correctness of all statements and answers contained herein:

DATE: _____

NAME OF POTENTIAL BIDDER: _____

ADDRESS OF POTENTIAL
BIDDER: _____

TELEPHONE AND FAX: _____

BY (Sign name, no stamps): _____

Print/Type Name and Title: _____

WITNESSED (If a Corporation, by the Secretary of the Corporation)

BY (Sign name, no stamps): _____

Print/Type Name and Title: _____

Subscribed and sworn before me

This _____ day of _____, _____.

Notary Public of the

State of _____

My Commission expires

(Seal)